

**ST LEONARDS & ST IVES PARISH COUNCIL**

Annual Meeting of the Full Council  
Minutes of the Meeting Held On Wednesday 15<sup>th</sup> May 2019 at 7pm  
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Present: Cllr A Davies, Vice Chairman in the Chair

Cllr R Bryan  
Cllr A Davies

Cllr M Dyer

Cllr N Hindmarch

Cllr Mrs U Lucas (after item 7)

Cllr Mrs S Marshall

Cllr Mrs K Neale

Cllr J B Parker

Cllr J W Parker

Cllr Mrs A Warman

**In attendance:** Mrs Ann Jacobs, Clerk and one member of the public.

The Clerk confirmed that All Members voting had signed their declaration of Acceptance of Office. The Clerk read a short statement out from Cllr Goringe who gave his apologies for being absent.

**1. Election of Chairman of the Council for the 2019/2020 Municipal Year.** The Clerk reported that there was one nomination for Cllr B Goringe who had indicated that he is willing to accept. No other nominations were received. Proposed by Cllr R Bryan, seconded by Cllr A Davies. Agreed unanimously.

**RESOLVED: To elect Cllr B Goringe as Chairman of the Parish Council for 2019/2020.**

**2. Declaration of Acceptance of Office – The Council agreed that the Chairman will make and sign the Declaration of Acceptance of Office as Chairman prior to the next meeting.**

**3. Election of Vice-Chairman of the Council for the Municipal Year 2019/2020** The Clerk reported that there was one nomination for Cllr A Davies who had indicated that he is willing to accept. No other nominations were received. Proposed by Cllr R Bryan, seconded by Cllr M Dyer. Agreed unanimously.

**RESOLVED: To elect Cllr A Davies as Vice Chairman of the Parish Council for 2019/2020.**

**4. Public Open Forum:** None

**5. Pecuniary Interests:** None declared.

Cllr Mrs Warman declared a personal interest in item 22 as she is a Trustee so abstained from the vote on this item.

**6. Apologies** were received and accepted from Cllr B Goringe and Cllr K Gawler.

**7. Co-option of applicants to fill the two vacancies** -In accordance with the Representation of the People Act 1983 the Council has 35 days from the date of the election to co-opt without further advertising for a potential bye-election. Two applications were received and copies circulated to Members. There were no other nominations. The Clerk confirmed that both applicants had declared that they were eligible and not disqualified. These were discussed. Mrs Ulrike Lucas was duly co-opted onto the Parish Council, proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall. Agreed unanimously.

Cllr Mrs Lucas was invited to join the table but will not vote this evening as she was not familiar with the agenda and until the acceptance of office is signed.

**RESOLVED: To co-opt Mrs U Lucas on to the Parish Council for the West Ward.**

The East Ward vacancy was discussed and it was agreed to co-opt Mrs M Goringe onto the Parish Council. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs K Neale. Agreed unanimously.

**RESOLVED: To co-opt Mrs B Goringe on to the Parish Council for the East Ward.**

**8. Minutes of the Parish Council Meeting held on 24<sup>th</sup> April 2019 pages 68-70** were agreed as a true and accurate record. Proposed by Cllr Mrs K Neale, seconded by Cllr Mrs A Warman. Agreed unanimously.

**RESOLVED: To adopt the minutes of the meeting held on 24<sup>th</sup> April 2019 as presented.**

**9. Matters arising from the Minutes**

- Mrs Bradbury has agreed to cover the two meetings during the Clerk's annual leave and will give some office cover as well during the period.

**10. Appointment of Committees and Parish Council Representatives to Outside**

**Organisations/Specific Posts (see description of roles – green folder) for 2019/2020 -**

The list of committees, working parties and posts were discussed. Members were appointed as per appendix A with these Minutes in the Minute Book and will be reviewed again in 3 months time. Agreed unanimously.

**11. Correspondence:**

- Bournemouth Christchurch Poole and Dorset Mineral Sites Plan Modifications Consultation is to undertake a further formal public consultation. It is noted that site AS27 is still in the document.

**12. Members Green Handbook - Annual Review** of Council Governance Documents and Policies in accordance with Standing Order 5. (j) – Members reviewed the following documents as per their Green handbook:-

12.1 The following documents are being reviewed with no changes recommended:

1. Code of Conduct – as adopted at the FC on April 2019
2. Standing Orders – new NALC Model published 2018 Changes since last adoption in grey highlights
3. Terms of Reference for Planning Committee and Clerks Committee
4. Policies of the Council standard review no amendments recommended:-  
Advertising; Bullying and Harassment; Complaints procedure; Equal Opportunity; Freedom of Information; Funeral protocol; GDPR; Press and social Media; Public Speaking; Recording of meetings and Social Media.
5. Financial Regulations – based on the NAC Model 2016
6. Calendar of meetings dates

12.2 New Grit Bin Policy – new policy redrafted following Min.278 (27.02.19) based on the recommendations of the County Highway Officer

It was agreed unanimously to adopt all of the documents as presented. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall.

**RESOLVED: To adopt all of the documents as presented within the Green Handbook.**

Copies of the documents appear as Appendix B with these Minutes in the Minute Book.

The Clerk was congratulated for her work on this project.

**13. Power of Competence** – The report from the Clerk was discussed. The Council noted that the criteria was met. This was discussed. It was agreed unanimously to adopt the power which will result in allowing the Council to have wider powers and authority to spend. Proposed by Cllr J B Parker, seconded by Cllr Mrs S Marshall.

**RESOLVED: St Leonards and St Ives Parish Council, having met the conditions of eligibility as defined in the order 2012 No. 975, resolve to adopt the General Power of Competence (Localism Act 2011) to the end of the term of the Council in 2024.**

**14. Finance:**

- i) Members reviewed and approved the schedule of payments for May. Proposed by Cllr Mrs K Neale, seconded by Cllr Mrs S Marshall. Agreed unanimously.

**RESOLVED: To approve the schedule of payments for May a copy of which appears as Appendix C with these Minutes in the Minute Book.**

- ii) Members reviewed and approved the bank reconciliation for end of April. Proposed by Cllr M Dyer, seconded by Cllr Mrs S Marshall.

**RESOLVED: To approve the bank reconciliation for the end of April.**

- iii) The report from the Internal Auditor was noted. The Clerk was arranging for the signing of the relevant Minutes and appendices referred to in his report, a copy of which appears as Appendix D with these Minutes in the Minute Book.

- iv) Annual Return and Governance – Members noted that the Internal Auditor has now concluded his examination and signed off the Return. Chairman and Clerk have signed the Annual Return in accordance with Minute 330 (i) and 330 (ii)

- v) Members reviewed and approved the regular direct debit payments to SSE for play area lights on a monthly basis. Proposed by Cllr J B Parker, seconded by Cllr Mrs S Marshall.

**RESOLVED: To approve the monthly direct debit payments to SSE and the telephone and broadband provider.**

- vi) The Clerk reported receipt of the first half of the precept noted. This will bring the account over the FSCS limit however with the impending building work this will quickly be resolved. Noted.

**15. Public Path Diversion order – Footpath 8** – Members received notification of a minor diversion of footpath 8 and noted the remarks of the PROW Volunteer. Members had no objection to the diversion. The Clerk will respond accordingly.

**16. Amenities:**

- i) Dog warden report- nothing to report
- ii) The Clerk reported some vandalism. The goal at Braeside Road had been removed from the ground. The Lengthsman has relocated the goal and refixed it.

**17. Committee Meetings –** Members adopted the following approved Planning Committee Minutes:-

Planning.10<sup>th</sup> January 2019; 21<sup>st</sup> February 2019; 14<sup>th</sup> March 2019 and 4<sup>th</sup> April 2019

Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs K Neale. Agreed unanimously.

**RESOLVED: To adopt the approved minutes of the Planning Committee for 10<sup>th</sup> January 2019; 21<sup>st</sup> February 2019; 14<sup>th</sup> March 2019 and 4<sup>th</sup> April 2019**

**18. Dorset Council –**

It was noted that Cllr M Dyer had been appointed to the Dorset Council to represent West Moors. Cllr Bryan reported: The first meeting is tomorrow and the Leader; Cabinet and Chairpersons will be appointed subject to full Council approval. A Climate Change Demonstration is likely to take place tomorrow outside of the Council building.

Lots of training is taking place as this is a much bigger Council, subject to Council approval all new Councillors will be appointed a mentor, an experienced Councillor to guide them.

On the agenda for full Council tomorrow there is a motion to request that we go into Emergency procedures re Climate Change.

Subject to ratification Cllr Bryan will be responsible for Durlston, Moors Valley and Avon Heath Country Parks; Rights of Way and the Regional Public Transport Policy including the Council fleet. The idea of the Unitary was to reduce the costs of the Council.

Dorset Council will be appointing a liaison person for Parish and Town Councils, this will also include sending Senior Officers to Parish and Town Council meetings.

Subject to ratification Cllr Dyer and Cllr Goringe are appointed to the Eastern Area Board of the Planning Committee of Dorset Council.

Cllr Dyer reported that there will be different rules about speaking at the LPA Area meetings and the Chairman and Vice Chairman of that Committee will have more authority about whether an application goes to Committee, it will be tighter. The Clerk was asked to write and obtain clarity about the procedure and dates of meetings.

**19. Parish Councillors' Reports -**

1. DAPTC – no meeting
2. Homewatch – The AGM was well attended. The group appears to have a healthy Committee membership and the Chairman has agreed to stay on for one more year. The organising Committee should be congratulated on the result. It was noted that it was well advertised. The next meeting is on the 5<sup>th</sup> June with a barn dance scheduled for the 22<sup>nd</sup> August.
3. EDEP Meetings – no meeting. The Chairman regularly circulates responses and relevant information to the Parish which is most useful.

**20. DAPTC Subscription fee for 2019/2020 –** Members discussed the fee. Taking into account that the Parish is unable to access training without membership it was agreed to subscribe at a cost of £1081.14. Proposed by Cllr Mrs K Neale, seconded by Cllr Mrs S Marshall. Agreed 9:1 Cllr Mrs A Warman against.

**RESOLVED: To renew the subscription for 2019/2020 for DAPTC at a cost of £1081.14**

**21. Pavement and Grass Verge Parking –** Members received a letter of concern from a resident about parking on pavements and verges and its impact. This was discussed. Currently there is no legislation but there is talk that this might change in future but until it does there is little to be done it relies on co-operation of residents and visitors. The Clerk will do another reminder in the Directory.**22. Village Hall Management Committee-** Members note the accounts to February 2019. This was discussed it was agreed to sanction release of the grant cheque for 2019/2020 for the allocated budget of £8,000.. Proposed by Cllr J B Parker, seconded by Cllr Mrs K Neale agreed 9:1 (Cllr Mrs A Warman abstaining)..

**RESOLVED: To pay the grant of £8,000 to the Village Hall Management Committee for 2019/2020.**

**23. Tennis Club Lease –** The Clerk reported that the lease was ready for signing once a new Land Registry compliant plan was prepared the Solicitor has asked if we can arrange this or he can recommend someone. The Clerk was asked to try and download a plan from Land Registry.

**24. Exchange of information:**

1. Next meeting to be held on 12<sup>th</sup> June 2019 and will be followed by a Trustee meeting of the Youth Club for all Members.
2. The ground maintenance Contractor has asked for a review of security at Horton Road as he is having difficulty pulling in his vehicle. He has suggested new Rhino bollards to replace the bunds. The Clerk will speak to the Chairman about meeting with him on site.
3. Cllr Hindmarch reported that Hendy Ford are ready to take over the new site in 2 weeks he is still unhappy with the entrance.
4. Cllr Davies reported that several people had volunteered to do speed watch on Horton Road.

Meeting closed at 8.25pm

**Chairman**